



*"People
helping people
help
themselves"*

Mitchell E. Daniels, Jr., Governor
State of Indiana

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Anne Waltermann Murphy, Secretary

PROVIDER RECERTIFICATION BULLETIN

To: **All CA-PRTF Providers**
Re: Recertification Requirements for all CA-PRTF Providers
From: Rebecca Buhner, CA-PRTF Grant Program Director
Cc: Angie Amos, OMPP

Date: March 5, 2010

This bulletin provides a reminder of the Federal requirement that all providers of services under the Community Alternatives to Psychiatric Residential Treatment Facilities (CA-PRTF) Demonstration Grant must be periodically recertified to continue providing services under the CA-PRTF Grant.

Indiana has made certain assurances to the Centers for Medicare and Medicaid Services (CMS) to receive funding for the CA-PRTF Grant. The recertification is to ensure providers continue to meet the qualifications and standards defined in the CA-PRTF Grant as one of the conditions to assure the health and welfare of CA-PRTF participants. Providers must possess the requisite skills, competencies, and qualifications to support participants effectively, as verified and certified at the time of the initial provider application for services and at the time of recertification for continued service provision as required by the CMS approved Grant.

Providers of grant services have a role and responsibility in assuring that Indiana meets its promises to CMS to continue to receive Federal funding for this important program. The Department of Mental Health and Addiction (DMHA) is responsible for verifying all provider qualifications at the time of the initial provider application to provide services for the CA-PRTF Grant. In order for CA-PRTF providers to continue providing services, DMHA is also responsible for re-verifying provider qualifications on the schedule specified in the CMS approved CA-PRTF Grant. The schedule is based on the provider type as follows:

- Agencies approved for Wraparound Facilitation and/or Wraparound Technician must be recertified by DMHA at the time of their re-accreditation (usually every three years).
- Community Mental Health Centers and other accredited agencies must be recertified by DMHA at least every three years following their initial certification by DMHA.
- Non-accredited agencies and all individual CA-PRTF Grant providers must be recertified by DMHA at least every two years.

All certified CA-PRTF providers are responsible for tracking the date they were certified by DMHA and when they are required to be recertified by DMHA based on the above schedule. Please refer to www.in.gov/fssa/dmha/6643.htm for a copy of the most recent certification paperwork for submission to DMHA for approval according to service(s) for which the individual or agency will continue to provide.

www.IN.gov/fssa
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Providers must submit their documentation for recertification in writing to the DMHA at least **60 days** prior to the date of the recertification deadline. This will allow time for DMHA to review the information, contact the provider if there are any questions or additional information is required and complete the recertification prior to deadline.

DMHA will begin sending reminder letters to providers who are 90 days from their recertification deadline and past due letters to providers who are out of compliance.

Failure to comply with these recertification requirements in a timely manner will result in the provider being placed on suspended status* pending the completion of the DMHA recertification. Continued failure to comply will result in decertification as a provider of CA-PRTF services. Under 405 IAC 1-1-6, if a provider has violated any rule established under IC 12-15, the Office of Medicaid Policy and Planning may impose one or more of the following sanctions:

1. Deny payment
2. Decertify the provider
3. Assess a fine
4. Assess an interest charge
5. Require corrective action.

*Suspended status means that the provider's name will no longer appear on the provider pick list as a qualified Grant Provider in any county. **The provider may continue to provide services to those participants the provider is currently serving. However, the provider is prohibited from accepting any new participants.** Upon receipt and approval by DMHA of recertification paperwork the provider status will be updated to active.

If you have questions or comments, please contact:

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